MENTORING PROGRAM

Create a Powerful Partnership!

Why Mentoring?

- * Mentoring partnerships are aligned with the long-term strategic goal to encourage knowledge and experience sharing throughout the USGS
- * Mentoring offers:
 - low cost, long-term professional development
 - an opportunity for critical skills transfer
 - improved recruitment and retention
 - faster acculturation for newer employees
 - leadership development

Why Get One?

- * Mentoring partnerships can help develop your career, offer a unique source of information and provide new perspectives
- * Mentors offer:
 - -a greater understanding and awareness of the USGS
 - -a chance to grow professional networks

Why Be One?

* Volunteer USGS mentors report satisfaction in sharing their experience along with reenergizing fresh ideas from their mentorees.

Formal Mentoring

Mentoree Eligibility: Permanent, SCEP, TERM and STEP student employees with approximately 4 years of USGS service or less. Supervisory approval is required before application submittal. **Mentor Eligibility:** Voluntary mentor applications are encouraged and appreciated. Process: Apply on-line today! Accepted mentoree applicants can select their top three mentors from a regional mentor group. The Mentoring Design Team performs final pairing based on mentoree objectives and mentor background. Partnerships are initiated at a training class for mentoring partners. Mentoring partner classes are held every 18 months in each USGS region. See the mentoring website for the next formal partner training in your region.

<u>Availability</u>: Up to 35 mentors/35 mentorees in each USGS region every 18 months.

<u>USGS Employees Involved</u>: As of July 2003 – 276

<u>Costs/Time Commitment</u>: The initial one-day partner training is mandatory and may require travel. Travel support is requested from district or cost center of each mentoring partner. 1-4 hours per month of mentoring meetings may

Informal Mentoring

Mentoree Eligibility: Open to all interested USGS employees with supervisory approval.

Mentor Eligibility: Voluntary informal mentor applications are encouraged and appreciated.

ED • Office of Employee Development • OED • Office of Employee Development • OED • Office of Employee Development

<u>Process</u>: Attend a 4-hour seminar on creating and initiating your own self-directed mentoring partnership. Attendees can access a database of potential USGS mentors.

Availability: Up to 12 seminars are offered annually at a variety of USGS office locations. Go on line for a schedule of informal mentoring seminars. Contact Cathy Lemley to request a seminar at your office location.

<u>USGS Employees Involved</u>: As of Oct. 2003 - 220.

Costs/Time Commitment: A 4-hour seminar can be provided at your office at no charge for a minimum of 6 attendees. Mentoring partner meetings during working hours subject to supervisory approval. Duration of partnership

Contact Information: Alan Ward Cathy Lemley

(303) 445-4669, amward@usgs.gov (703) 648-6824, clemley@usgs.gov

http://training.usgs.gov/mentoring/mentorindex.html